

MINUTES OF THE REGULAR MEETING OF THE  
EMERY COUNTY SPECIAL SERVICE DISTRICT #1  
September 9, 2013

Attendees at the meeting:

Chairman Kent Petersen  
Board Members Bevan Wilson, Merrill Swasey, and Dean King  
Merrial Johansen and Howard Tuttle, Johansen and Tuttle Engineering  
Wayde Nielsen, Emery County Road Department  
Leslie Bolinder, Secretary for District  
Richard Jensen, Absent

APPROVAL OF COOPERATIVE AGREEMENT BETWEEN ECSSD#1 AND EMERY COUNTY  
FOR PURCHASE OF CLASS B ROADS EASEMENTS

The Cooperative Agreement between ECSSD#1 and Emery County for purchase of Class B road easements was approved on a motion by Merrill Swasey. The motion was seconded by Dean King. The motion was approved by all members.

DISCUSSION OF PCIFB APPLICATION FOR GRANT TO PURCHASE ROW EASEMENTS ON  
EMERY COUNTY ROADS THAT CROSS SITLA LAND

Chairman Kent Petersen and Board Member Merrill Swasey attended the PCIFB board meeting in Salt Lake City on September 5, 2013. The application for a \$92,200 grant to purchase Class B road easements that cross SITLA land was forwarded to the funding meeting without many questions from the board. Scott Barlett, SITLA, also attended the meeting and answered questions asked by the CIB.

RATIFICATION AUTHORIZING KENT PETERSEN AND LESLIE BOLINDER TO ATTEND UTAH  
ASSOCIATION SPECIAL SERVICE DISTRICT CONFERENCE IN PROVO, UTAH

A motion was made by Merrill Swasey to ratify authorization to register Kent Petersen and Leslie Bolinder to the Utah Association of Special Service Districts conference in Provo, Utah in November 2013. The motion was seconded by Dean King and approved by all members present.

#### APPROVAL OF FY 2012 INDEPENDENT AUDIT

A motion was made by Bevan Wilson to accept the FY2012 Independent Audit performed by Kimball and Roberts. He complimented Leslie Bolinder on her efforts to keep the district running on a day to day basis. His motion was seconded by Dean King and approved by all members present.

#### UPDATE OF CURRENT PROJECTS

##### South Moore Phase 10

Johansen and Tuttle Engineering is still putting their contract together on the UDOT website. The project is scheduled for bid next spring. The board encouraged the engineer to give this project a high priority and get it ready for bid as quickly as possible and then issue the Notice to Proceed as weather permits.

##### Miller Creek - Phase II

This project is complete. There are several phases yet to complete. The engineer will prepare some cost estimates of each phase for budget consideration.'

##### Green River Culverts

A final inspection of this project was held September 6, 2013. FEMA was unable to attend and will do their inspection in October. Howard explained that they pulled guard rail from Culvert #1 and placed it on #3.

##### Millsite State Park Access Road

The pre-construction meeting was set for September 12, 2013 at 10:00 a.m.

##### Ferron Bridge Project

The bridge took some flooding on the wing wall. There was no structure damage.

#### APPROVAL OF BILLS AND FINANCIAL REPORT

The financial report was not ready by meeting time.

The bills were approved on a motion by Merrill Swasey and a second by Dean King. The motion carried.

#### APPROVAL OF AUGUST 12, 2013 MEETING MINUTES

The minutes for 08/12/13 were approved, with corrections, on a motion by Bevan Wilson and a second by Dean King. The motion was approved by all members present.

#### OTHER BUSINESS

Wayde Nielsen, Emery County Road Department, was asked to prioritize the projects that the county would like to have considered for funding in FY 2014 as budget time is approaching and present the list to the district.

#### ADJOURNMENT

The meeting was adjourned at 11:30 a.m. on a motion by Bevan Wilson and a second by Merrill Swasey. The motion was approved by all members present. The next meeting is scheduled for October 7, 2013 at 10:00 a.m.

Approved by:

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Kent Petersen, Chairman

BILLS APPROVED BY ECSSD#1  
September 9, 2013

Emery County - 98-4000-2800 - Telephone	\$ 30.00
Rocky Mountain Power - 98-4000-7503	\$
Johansen and Tuttle Engineering - 91316, 91317	
Millsite State Park Access 98-4000-3047	\$20,000.00
Green River Culvert #1 - 98-4000-3036	\$2,500.00
Green River Culverts 3,4, &5 - 98-4000-3037	<u>\$1,975.00</u>
	\$24,475.00
Utah State Division of Finance - 2nd payment Lila Canyon Road (from escrow acct PTIF 4978) -	\$863,000.00
Double E Construction -Green River Long Street Culvert #1 Pay Est. #4 98-4000-7646	\$11,510.53
Double E. Construction - Green River Long Street Culvert #2 Pay Est. #3 - 98-4000-7647	\$4,709.63
Double E Construction GR Long Street Culverts #3, 4, &5 - Pay Estimate #5 - 98-4000-7648	\$37,674.58
Bevan K. Wilson 98-4000-2800 - Cell Phone	\$50.00
98-4000-6210 - Board Meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	<u>\$11.30</u>
	\$361.30
Richard Jensen - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$250.00
98-4000-2800 - Cell Phone	0
98-4000-2300- Mileage	<u>0</u>
	\$250.00
Dean King - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$153.68
98-4000-2800 - Cell Phone	<u>\$50.00</u>
	\$503.68

Kent Petersen - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$373.51
98-4000-2800 - Cell Phone	<u>\$ 50.00</u>
	\$723.51

Merrill A. Swasey - 98-4000-2800 - Cell Phone	\$50.00
98-4000-6210 - Board member Stipend/Project Mgr.	\$300.00
98-400-2300 - Mileage & Expenses	<u>\$183.45</u>
	\$533.45

TOTAL	\$ 943,771.68
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September 11, 2013

Steven Barton  
Emery County Treasurer  
Emery County Courthouse  
Castle Dale, UT 84513

Dear Steve:

Please transfer sufficient funds from PTIF 1325 to ECSSD#1 checking account to cover bills approved in their regularly scheduled meeting on September 09, 2013 (attached).

Please hold the following retainage accounts for current projects:

GR Culverts 3,4,&5 - \$1,982.87

GR Culvert #1 - \$605.82

GR Culvert #2 - \$247.88

Please transfer funding from Lila Canyon Escrow account to pay for the payment to the PCIFB (2nd of 5 payments) in the amount of \$863,000.00.

Thank you. If you have any questions, please feel free to ask.

Sincerely,

Leslie Bolinder  
Secretary for District

cc: Brenda Tuttle

